

The North Carolina Division of Child Development & Early Education (DCDEE)

PRESCHOOL DEVELOPMENT GRANT BIRTH THROUGH FIVE (PDG B-5)

NEEDS ASSESSMENT UPDATE

QUESTIONS & ANSWERS

Questions	Answers
Q1. Were there any questions and answers from the last round of bidding? If so, could you supply a copy of the questions and answers. We were unable to find posted questions and answers on the NCDEE website for this RFA.	A1. Unfortunately, we didn't receive any questions during the initial Q&A period. However, questions received from applicants during the extension are summarized below.
Q2. If a contract will be awarded, may we review the terms and conditions?	A2. If an applicant is selected as a vendor, the applicant/vendor will be involved in the contract preparation and review process. The review of the terms and conditions is part of this negotiation process. NC DHHS has some standard terms and conditions, depending on the type of contract and funding source; these requirements are usually non-negotiable.
Q3. Cost and feasibility study is mentioned in item 6 on page 12, which is not mentioned elsewhere in RFA. Could you clarify the intent?	A3. This appears to be an error. Please disregard.
Q4. Final report is due in December or January. RFP says January, but that is the optional period. Can you please clarify?	A4. According to the RFA, it's January 2021. We based that on the assumption that the grant/contract will be renewed, and the vendor will continue work through June 2022 (pending the availability of funds and satisfactory performance). Regardless, the timeline is an estimate, the selected team can propose an alternative timeline.
Q5. May we/should we submit resumes?	A5. Though the RFA doesn't require the submission of resumes, an applicant may submit resumes as part of the proposal and include as an attachment.
Q6. What contracting mechanism will be used: subgrant or Firm-Fixed Price contract?	A6. Contracts awarded through the RFA process to non-profit entities are awarded financial assistance contracts. Here's a definition, http://reports.oah.state.nc.us/ncac/title%2009%20-%20governor%20and%20lt.%20governor/chapter%2003%20-%20state%20budget%20and%20management/subchapter%203m/09%20ncac%2003m%20.0102.pdf . See items 12 and 14.
Q7. We recently learned of RFA opportunity # 003-PDG-2020 and we are interested in submitting a proposal. However, we wanted to first clarify if as a for-profit organization we are eligible for this opportunity. The language in the RFA does explicitly indicate for-profits can apply.	A7. Unfortunately, this RFA is only for non-profit organizations with 501(c)(3) designations. We do plan to release an RFP in the coming weeks on a different project that for-profit entities will be eligible to apply.

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Q8. Wondering about the page limits included for the response. The “Proposal Design, Timeline and Strategies” section of the application is listed as 5-7 pages, but the list of items it’s supposed to respond to (Section III) is almost 4 pages itself. Is there a scoring penalty for exceeding this page limit?	A8. There is no scoring penalty; however, DCDEE has the option to disregard information provided in excess of the page limits.
Q9. Is it your vision that the excel budget document, which includes a “narrative” column, is where the entirety of the budget (line-item budget, narrative, and FTE sheet) is laid out... were you expecting a narrative section as part of the main application document as well?	<p>A9. It’s not necessary to provide a separate narrative. If the organization is selected as vendor, this document would be used to develop a contract.</p> <p>The totals for the FTE worksheet (tab 2) will provide a total for the Contractor Line-Item Budget (tab 1). The Contractor will have to enter a description of the staff titles, description of role on grant, etc. in the space under Column D. Alt + Enter can be used to help with spacing and formatting.</p> <p>For the remaining budget lines, the budget amounts in Column C can be hard entered and typed out with a description and calculation in Column D for the justification.</p> <p>Here is a link to instructions: https://ncchildcare.ncdhhs.gov/Portals/0/documents/pdf/P/PDG Line Item Budget and Narrative Instructions.pdf?ver=2020-12-15-161247-807.</p>
Q10. Where should we include human resources expenses for subcontractors? Would they be captured in Section A. “Human Resources” of the budget or Section C. “Subcontracting and Grants Direct Services?”	A10. Expenses for temporary workers should be shown in Section A. Human Resources “3) Other.” Expenses for workers or vendors who are subcontractors should be captured in Section C. “Subcontracting and Grants Direct Services.”